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FINANCE DIVISION - ACCOUNTS BRANCH
21 November - 27 November 1956
Activity Report

	On Hand	Received	Processed	On Hand
Vouchers:	155	1,087	998	244

Transactions:

Accts	26th	27th	Total
144.1	13	50	63
144.2	8	7	15
142.1	3	3	6
142.2	1	1	2
Others	11	22	33
Cash			125
			244

Number of Bureau Schedules:	89	49	115	23

Monthly Reconciliation to be performed in connection with Finance and Stock Control of Property:

A. Headquarters:
1. General Ledger & Stock Status Value Reports reconciled thru: 30 September 1956

B. Far East:
1. FE's General Ledger & Monthly IBM Listings reconciled thru: August 1956

C. Hdqts. & FE Reciprocal Accts. (168, 368, 195, & 495):
1. Shipments from Hdqts. reconciled thru: July 1956
2. Cash Procurement reconciled thru 30 April 1956
3. Theatre Command Procurement reconciled thru August 1956

Accounts Payable Documents Unliquidated in Accounts Payable Trial Balance of 1 October 1956: 2,2[illegible]

Number of Adjustment Vouchers on hand in Accounts Receivable	4	71	75	0

Class "A" Accountings:

A. Number in Accounts Branch	18	4	8	14
B. Number on hand 30 days or more				1*

25X1A6A

T/A's in Finance Division:	315	92	45	362
A. Number in Accounts Branch Payroll	9			
B. Number in Accounts Branch	32			
C. Number with Certifying Officer & Area B/F Officer	321			
	362			

Ledger Postings:

A. Date of Last General Ledger Posting	13 November 1956	
B. Date of Last Detail Posting	13 November 1956	
C. Number of days on hand - General Ledger Posting		3
D. Number of days on hand - Detail Posting		3

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Acting Chief, Accounts Branch

* See Weekly Activity Report for period 14 - 20 November 1956.

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